

Historian

- Photograph all HOC functions and activities throughout the year.
- If unable to attend a function finds someone that can photograph the event.
- Oversees photographers for events such as Grandparents day, Daddy Daughter Dance, and other events.
- Creates a scrapbook of mementos, photos, press clippings, newsletters, fliers, etc. that will go in the school library. The scrapbook can be created using shutterfly, tiny prints or any other scrapbook company.
- Be the liaison between the HOC and the Simply Westlake magazine. Making sure pictures and information be distributed to the magazine before the deadlines.